



SACHI A. HAMAI
Interim Chief Executive Officer

County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
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"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
HILDA L. SOLIS
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May 12, 2015


The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

15 June 16, 2015


PATRICK OGAWA
ACTING EXECUTIVE OFFICER

**REQUEST FOR DELEGATED AUTHORITY
TO THE INTERIM CHIEF EXECUTIVE OFFICER
TO NEGOTIATE AND ADMINISTRATIVELY CONSUMMATE
MINOR LEASES FOR VARIOUS DEPARTMENTS
(ALL DISTRICTS)
(3 VOTES)**

SUBJECT

Delegation of authority to the Interim Chief Executive Officer, or her designee, to negotiate and consummate the 53 minor leases shown on Attachment A as provided under Section 2.08.163 of the County Code.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed leases are categorically exempt from the provisions of the California Environmental Quality Act pursuant to Class 1 of the Environmental Document Reporting Procedures and Guidelines adopted by the Board of Supervisors, per Section 15301 of the State of California Environmental Quality Act Guidelines (Existing Facilities).
2. Delegate the authority to the Interim Chief Executive Officer, or her designee, to negotiate and consummate the 53 minor leases for the Superior Court and the following County Departments: Alternate Public Defender, Board of Supervisors, Children and Family Services, Community and Senior Services, Fire, Health Services, Internal Services, Mental Health, Parks and Recreation, Public Defender, Public Health, Public Library, Public Social Services, Registrar-Recorder/County Clerk, and Sheriff.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Pursuant to the authority granted under County Code Section 2.08.163, the Interim Chief Executive Officer may consummate all minor leases administratively. Approval of the proposed action will allow the Chief Executive Office (CEO) to administratively extend/renew minor leases for a period not to exceed three years at a rental rate that cannot exceed \$7,500 per month, and will provide County departments with continued occupancy at their current locations. However, while the CEO has the authority to execute new minor leases, County Counsel has opined that a re-lease of the same facility requires Board of Supervisors approval. Therefore, the recommendations proposed herein will provide for more efficient processing of these minor lease renewals and obviate the need for Board of Supervisors approval for renewal of each of the 53 leases.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan Goal of Operational Effectiveness/Fiscal Sustainability (Goal 1) directs that we maximize the effectiveness of processes, structure, operations, and strong fiscal management to support timely delivery of customer-oriented and efficient public services. This recommendation supports this goal by requesting approval of the Board of Supervisors of the consolidated list of the minor leases and removing the need for individual Board of Supervisors' actions for each of the 53 leases.

FISCAL IMPACT/FINANCING

Since all the facilities involved are currently subject to existing leases, it is anticipated that there will be minimal fiscal impact, if any, from the proposed re-leases. The impact will result only from small increases in the rental rates negotiated, if any. A further limitation is that the rental rate cannot exceed \$7,500 per month. If the individual lease cost exceeds \$7,500 per month, the CEO will submit a lease recommendation to the Board of Supervisors for consideration.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Since 2005, the Board of Supervisors has approved similar delegated authority recommendations submitted annually by the CEO to negotiate and consummate minor leases. The proposed recommendations apply to the 53 leases shown on Attachment A whose departments indicate a desire to remain at their current facilities. All the proposed leases are either on a month-to month tenancy, or will expire during the 2015 calendar year or within the first quarter of 2016. County Code Section 2.08.163 will continue to govern all new leases for different locations with the same terms and rental rate limits.

The leases shown on Attachment A will be approved by the CEO only under the following conditions:

- The departments involved will be required to provide sufficient justification of its continued need for the space to the CEO, and the CEO will need to find that the renewal of the existing lease is the best course of action.
- The facilities involved will have to meet the criteria for seismic integrity, set by the Department of Public Works, to be suitable for County occupancy.
- The proposed leases will become effective upon approval and execution by the CEO.
- If the proposed leases contain a rental adjustment provision, either fixed or based on the Consumer Price Index, the project maximum monthly rent will remain at \$7,500 or less per month.

Child care facilities are not feasible in the proposed leases.

ENVIRONMENTAL DOCUMENTATION

Since all leases shown on Attachment A are re-leases, the CEO has concluded that these projects are exempt from California Environmental Quality Act (CEQA) as specified in Class 1 of the Environmental Document Reporting Procedures and Guidelines adopted by the Board of Supervisors, and Section 15301 of the State CEQA Guidelines (Existing Facilities).

IMPACT ON CURRENT SERVICES (OR PROJECTS)

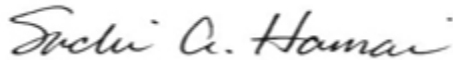
The CEO believes that the proposed recommendations are in the best interest of the County by providing a mechanism to obtain necessary space for the various County requirements in a more efficient manner. The CEO will consummate these leases only if, upon review, they are found individually to be in the best interest of the County.

Some of the facilities shown have additional existing County lease(s). If possible, the CEO will consolidate these leases into one agreement, and if consolidation exceeds the administrative limitations, a recommendation will be brought to the Board of Supervisors for consideration.

CONCLUSION

It is requested that the Executive Office, Board of Supervisors, return two certified copies of the Minute Order to the CEO, Real Estate Division at 222 South Hill Street, 4th Floor, Los Angeles, CA 90012.

Respectfully submitted,



SACHI A. HAMAI
Interim Chief Executive Officer

SAH:TT:CMM
TS:RL:FC:gw

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Alternate Public Defender
Children and Family Services
Community and Senior Services
Fire
Health Services
Internal Services
Mental Health
Parks and Recreation
Public Defender
Public Health
Public Library
Public Social Services
Registrar-Recorder/County Clerk
Sheriff
Superior Court

| | DEPARTMENT | ADDRESS | CITY | FIRM NO. | LEASE NO. | START DATE | END DATE | MONTHLY RENT | NO. OF LEASES WITH SAME LESSOR |
|----|----------------------------|---|--------------|----------|-----------|------------|------------|--------------------------------|--------------------------------|
| 1 | ALTERNATE PUBLIC DEFENDER | 303 N. MACLAY AVE. | San Fernando | 97649 | L-0982 | 4/7/2010 | 4/6/2013 | \$5,127.01 | 1 |
| 2 | BOARD OF SUPERVISORS | 1113 W. Avenue M-4, 5th Dist. Antelope Valley Field office | Palmdale | 98738 | L-0841 | 5/16/2007 | 5/15/2010 | \$2,622.64 | 1 |
| 3 | BOARD OF SUPERVISORS | 215 N. Marengo Ave., Suite 120, 5th District Field Office | Pasadena | 98686 | L-1007 | 1/12/2012 | 1/11/2015 | \$3,699.00 | 2 |
| 4 | BOARD OF SUPERVISORS | 27441 Tourney Road, Suite 180 | Valencia | 98683 | L-1141 | 12/1/2012 | 11/30/2015 | \$2,983.00 | 1 |
| 5 | BOARD OF SUPERVISORS | 700 Exposition Park Drive | Los Angeles | 98725 | L-1146 | 3/12/2013 | 7/31/2015 | \$7,177.05 | 2 |
| 6 | CHILDREN & FAMILY SERVICES | 1043 Pine Ave | Long Beach | 98953 | L-1131 | 9/5/2012 | 9/4/2015 | \$0.00 | 1 |
| 7 | CHILDREN & FAMILY SERVICES | 13620 El Segundo Blvd | Hawthorne | 98971 | L-1121 | 3/19/2012 | 3/18/2015 | \$0.00 | 1 |
| 8 | CHILDREN & FAMILY SERVICES | 3101 East Carson St, Lakewood Country Club - Parking lot | Lakewood | 99019 | L-0718 | 9/1/2013 | 8/31/2016 | \$2,000.00 \$0.00 * | 5 |
| 9 | CHILDREN & FAMILY SERVICES | 3300 Civic Center Drive, Torrance Police Department | Torrance | 98989 | L-0777 | 9/24/2001 | 9/23/2004 | \$0.00 | 1 |
| 10 | CHILDREN & FAMILY SERVICES | 363 South Park Ave. Suite 202 | Pomona | 98953 | L-1144 | 3/7/2013 | 3/6/2016 | \$0.00 | 1 |
| 11 | CHILDREN & FAMILY SERVICES | 490 West Mission Blvd | Pomona | 0 | L-1070 | 3/22/2010 | 3/21/2013 | \$0.00 | 1 |
| 12 | CHILDREN & FAMILY SERVICES | 8730 South Vermont Avenue, L.A. Transitional Resource Center (Gratis) | Los Angeles | 99027 | L-0904 | 8/26/2004 | 8/25/2007 | \$0.00 | 1 |
| 13 | CHILDREN & FAMILY SERVICES | Children's Advocacy Center 2606 No Central Ave. 601 So Acacia Ave. | Compton | 0 | L-1147 | 4/19/2013 | 4/18/2016 | \$0.00 | 1 |

* License Agreement revised to reflect a gratis monthly rent effective 6/15/15-8/31/16.

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|----|------------------------------|---|------------------|----------|-----------|------------|------------|--------------|--------------------------------|
| 14 | CHILDREN & FAMILY SERVICES | Children's Advocacy Center Program - Various | Various | 0 | L-1148 | 4/19/2013 | 4/18/2016 | \$0.00 | 4 |
| 15 | CHILDREN & FAMILY SERVICES | Children's Advocacy Center, Long Beach Polytechnic, 1600 Atlantic Ave | Long Beach | 0 | L-1149 | 5/9/2013 | 5/5/2016 | \$0.00 | 4 |
| 16 | CHILDREN & FAMILY SERVICES | Various Los Angeles Area Police Stations, Child Safety Program (Gratis) | Various | 99041 | L-0967 | 7/12/2006 | 7/11/2009 | \$0.00 | 1 |
| 17 | CHILDREN AND FAMILY SERVICES | 14403 East Pacific Ave | Baldwin Park | 98953 | L-1190 | 8/1/2014 | 7/31/2017 | \$0.00 | 1 |
| 18 | COMMUNITY & SENIOR SERVICES | 6640 Van Nuys Blvd., Ste 201 | Van Nuys | 97051 | L-1137 | 1/1/2013 | 12/31/2015 | \$6,250.62 | 2 |
| 19 | FIRE DEPARTMENT | 9155 Telegraph Road, Ste 102 | Pico Rivera | 98296 | L-0995 | 4/1/2013 | 3/31/2016 | \$4,643.36 | 1 |
| 20 | FIRE DEPARTMENT | Two Harbors, Fire Station No. 155 (Gratis) | Catalina | 98253 | L-0879 | 4/1/2004 | 3/31/2007 | \$0.00 | 1 |
| 21 | HEALTH SERVICES | 22300 Wardham Ave., Clinic & Office Space | Hawaiian Gardens | 97882 | L-0923 | 7/1/2009 | 6/30/2012 | \$2,516.92 | 1 |
| 22 | ISD - TELECOMMUNICATIONS | 1110 North Eastern Ave, Room 12, Infrastructure Section | Los Angeles | 0 | L-1117 | 12/13/2011 | 2/28/2014 | \$0.00 | 1 |
| 23 | MENTAL HEALTH | 14623 Hawthorne Blvd | Lawndale | 98042 | L-1140 | 1/15/2013 | 1/14/2016 | \$7,027.55 | 1 |
| 24 | MENTAL HEALTH | 21081 South Western Ave, 2nd. Floor | Torrance | 98098 | L-1110 | 7/1/2012 | 6/30/2015 | \$7,173.19 | 2 |
| 25 | MENTAL HEALTH | 2200 West El Segundo Blvd | Gardena | 98031 | L-1135 | 10/16/2012 | 10/15/2015 | \$360.00 | 1 |
| 26 | MENTAL HEALTH | 2675 Zoe Ave, Suites 301, & 302, & 303B | Huntington Park | 98187 | L-1029 | 4/1/2012 | 3/31/2015 | \$4,347.96 | 1 |
| 27 | MENTAL HEALTH | 325 East Live Oak | Arcadia | 98062 | L-1192 | 8/1/2014 | 7/31/2015 | \$780.00 | 1 |

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|----|--------------------------------|--|------------------|----------|-----------|------------|-----------|--------------|--------------------------------|
| 28 | PARKS & RECREATION | 1234 Valencia Ave | Hacienda | 98913 | 77590 | 7/5/2011 | 4/4/2013 | \$0.00 | 2 |
| 29 | PARKS & RECREATION | Baldwin Hills State Park, Fairfax-La Brea Terminal, Water Service Line (Agreement No. J-64249) | Los Angeles | 98390 | 43368 | 2/28/2014 | 2/27/2015 | | 10 |
| 30 | PUBLIC DEFENDER | 300 South Park Ave., Suite 901 | Pomona | 97672 | L-1142 | 2/1/2013 | 1/31/2016 | \$526.58 | 3 |
| 31 | PUBLIC HEALTH | 15643 Sherman Way, Suite 200, Children's Medical Services, (DHS-HFD) | Van Nuys | 97836 | L-1145 | 3/15/2013 | 3/14/2016 | \$6,310.40 | 1 |
| 32 | PUBLIC HEALTH | 8201 Pearblossom Hwy, High Desert Health Clinic | Littlerock | 97820 | L-1106 | 8/1/2011 | 7/31/2016 | \$4,645.00 | 1 |
| 33 | PUBLIC LIBRARY | 1060 S. Greenwood Ave., Holifield Branch | Montebello | 98867 | L-1087 | 12/13/2013 | 12/2/2016 | \$1,430.00 | 1 |
| 34 | PUBLIC SOCIAL SERVICES | 1301 and 1327 West 12th. Street | Long Beach | 97225 | P-0998 | 10/9/2013 | 6/30/2014 | \$0.00 | 6 |
| 35 | PUBLIC SOCIAL SERVICES | 19860 Plummer Street | Chatsworth | 97208 | L-1150 | 6/1/2013 | 5/31/2016 | \$2,640.00 | 3 |
| 36 | PUBLIC SOCIAL SERVICES | 811 Wilshire350Blvd Suite 1100 | Los Angeles | 97384 | L-1049 | 6/1/2012 | 5/31/2015 | \$7,500.00 | 1 |
| 37 | PUBLIC SOCIAL SERVICES | 8155 Van Nuys Blvd, Supplemental Parking for 14545 Lanark Street | Panorama City | 98972 | L-0938 | 6/1/2005 | 5/31/2007 | \$6,308.00 | 1 |
| 38 | REGISTRAR/ECORDER-COUNTY CLERK | 12440 E. Imperial Hwy, Loading Dock | Norwalk | 98849 | L-1065 | 12/3/2009 | 12/2/2012 | \$5,183.06 | 8 |
| 39 | REGISTRAR/ECORDER-COUNTY CLERK | 13231 Lakeland Road | Santa Fe Springs | 98810 | L-1204 | 11/15/2014 | 3/30/2015 | \$1.00 | 3 |
| 40 | SHERIFF | 24A Two Harbor | Catalina | 97792 | L-1165 | 1/24/2014 | 1/23/2017 | \$1,450.00 | 1 |

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|----|----------------|---|------------------|----------|-----------|------------|------------|--------------|--------------------------------|
| 41 | SHERIFF | 13525 Telegraph Road, Suite B | Whittier | 97844 | L-1040 | 4/1/2012 | 3/31/2015 | \$936.42 | 1 |
| 42 | SHERIFF | 1500 7th Street #5-0, Legislative Advocate Resident Apartment | Sacramento | 97729 | L-1183 | 6/1/2014 | 5/31/2015 | \$2,080.00 | 1 |
| 43 | SHERIFF | 15331 Prairie Ave., Sub-Station | Lawndale | 97859 | L-0979 | 11/1/2012 | 10/31/2015 | \$0.00 | 2 |
| 44 | SHERIFF | 20 Avalon Canyon Rd Sheriff's Residence (AKA: 915 Avalon Canyon Road) | Catalina | 97741 | L-0901 | 9/1/2007 | 8/31/2010 | \$2,666.50 | 2 |
| 45 | SHERIFF | 25930 North The Old Road, Valencia Storefront sub-station | Stevenson Ranch | 97685 | L-0632 | 7/1/1999 | 6/30/2002 | \$0.00 | 2 |
| 46 | SHERIFF | 2934 E. Garvey Ave. South, Suite 235-B | West Covina | 97702 | L-0500 | 11/1/1996 | 10/31/1999 | \$1,798.00 | 2 |
| 47 | SHERIFF | 40235 North 170th Street, Unit H, Substation | Lake Los Angeles | 97715 | L-0909 | 11/1/2004 | 10/31/2007 | \$506.25 | 1 |
| 48 | SHERIFF | 4200 Shirley Avenue, Trap Program, Office Space | El Monte | 97837 | L-0404 | 11/16/1994 | 11/15/1995 | \$0.00 | 1 |
| 49 | SHERIFF | 42043 50th Street West, Quartz Hill Sub-Station | Quartz Hill | 97726 | L-1196 | 8/15/2014 | 8/14/2017 | \$1,480.00 | 1 |
| 50 | SHERIFF | 4322, 4328, & 4332 West 106th St., Parking Lots | Lennox | 97842 | L-1045 | 11/24/2008 | 11/23/2009 | \$6,200.00 | 1 |
| 51 | SHERIFF | 5357 West Centinela Ave., "Store Front Operation" Occupies Suite 120 | Los Angeles | 97645 | L-0931 | 5/1/2014 | 4/30/2016 | \$1,943.61 | 1 |
| 52 | SHERIFF | Dakin Peak, Communications Tower Site (MDCS) Sublease | Catalina | 98133 | 25420 | 5/30/2009 | 5/29/2012 | \$100.00 | 1 |
| 53 | SUPERIOR COURT | 102 Monterey Street 3005 | Alhambra | 97506 | L-0996 | 5/1/2007 | 4/30/2010 | \$0.00 | 1 |